

CERTIFIED MECHANIC

The certified mechanic will meet the qualifications, and be responsible for the items listed below:

- Have a heart for the ministry of the Kalamazoo Gospel Mission and the people it serves.
- Subscribe and submit to the Kalamazoo Gospel Mission ministry guidelines.
- Hold a mechanic's certification in the state of Michigan.
- Teach, mentor and support the program members assigned to the auto department with regards to professional, spiritual, emotional and psychological health and well-being.
- Teach and mentor program members as they prepare to pursue a career in the automotive industry.
- Coordinate volunteer support of the auto department ministry.
- Coordinate with donors to schedule vehicle pick-ups.
- Have a working knowledge of computers.
- Provide customer service to those seeking repairs, or the purchase a vehicle from the auto lot.
- Schedule and perform repairs on third party and Mission vehicles.
- Open and close the auto shop.
- Sell vehicles in accordance with the Kalamazoo Gospel Mission's policies and procedures.
- Work with the Director of Retail in the creation, implementation and enforcement of policies and procedures as they relate to the auto department.
- Ensure the cleanliness, maintenance and organization of the auto shop and its equipment.
- Comply and enforce all OSHA requirements.
- Attend auto auctions periodically.
- Any other duties as needed by the Director of Retail.

Send Resume and inquiries to hr@kzoogospel.org